

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: June 21, 2006

Division: County Attorney/Housing &  
Community Development

Bulk Item: Yes X No     

Department:                                     

Staff Contact Person: Jerry Sanders/Reggie Paros

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**AGENDA ITEM WORDING:**

A resolution adopting Monroe County Interim Affordable Housing Property Acquisition Appraisal Policies for property offered to the County for purchase for lease back to applicants for subsequent development of onsite affordable housing.

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**ITEM BACKGROUND:**

In the ongoing process of the County's efforts to acquire property for lease back to developers of long-term affordable housing, the County's staff and workforce housing consultants deemed it prudent to develop guidelines for obtaining accurate valuations of property that might be offered to the County for purchase. Moreover, by adopting these policies, it was felt that the public would be presented with an entry point mechanism by which interested parties might in an orderly fashion bring to the County staff and consultant's attention opportunities for possible acquisition.

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**PREVIOUS RELEVANT BOCC ACTION:**

N/A

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**CONTRACT/AGREEMENT CHANGES:** N/A

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**STAFF RECOMMENDATIONS:** Approval

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**TOTAL COST:** N/A

**BUDGETED:** Yes      No     

**COST TO COUNTY:** N/A

**SOURCE OF FUNDS:**                                     

**REVENUE PRODUCING:** Yes      No      **AMOUNT PER MONTH**      **Year**     

**APPROVED BY:** County Atty YES OMB/Purchasing N/A Risk Management N/A

**DIVISION DIRECTOR APPROVAL:**

  
James R. "Reggie" Paros

**DOCUMENTATION:** Included X Not Required     

**DISPOSITION:**                                     

**AGENDA ITEM #**

**RESOLUTION NO. \_\_\_\_\_ - 2006**

**A RESOLUTION OF THE BOARD OF COUNTY  
COMMISSIONERS OF MONROE COUNTY, FLORIDA,  
ADOPTING INTERIM AFFORDABLE HOUSING  
PROPERTY ACQUISITION APPRAISAL POLICIES.**

**WHEREAS**, the Board of County Commissioners recently initiated negotiations with certain property owners and issued requests for proposals from the public for the acquisition of real property for County purchase and subsequent lease to affordable housing developers for creation or preservation of affordable and employee housing; and

**WHEREAS**, the County expects this initiative aimed at securing long-term affordable housing opportunities in the Florida Keys to continue while the County revises its affordable housing land development regulations and further develops its affordable housing strategies; and

**WHEREAS**, guidance in the form of interim policies regarding appraising the value of potential acquisition parcels is in the public interest and will assist staff in evaluating and finalizing acquisitions; now therefore,

**BE IT RESOLVED** by the Board of County Commissioners of Monroe County, Florida, that:

Section 1: The Board hereby adopts the attached Monroe County Interim Affordable Housing Property Acquisition Appraisal Policies and directs the County Administrator to instruct staff to use these policies as a guideline in evaluating and finalizing affordable housing property acquisitions.

**PASSED AND ADOPTED**, by the Board of County Commissioners of Monroe County, Florida at a regular meeting of said Board on the 21<sup>st</sup> day of June, A.D., 2006.

Mayor Charles "Sonny" McCoy  
Mayor Pro Tem Dixie M. Spehar  
Commissioner George Neugent  
Commissioner Glenn Patton  
Commissioner David Rice

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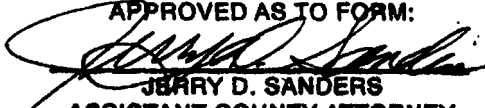
(SEAL)

**BOARD OF COUNTY COMMISSIONERS  
OF MONROE COUNTY, FLORIDA**

**ATTEST: Danny L. Kolhage, CLERK**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Mayor Charles "Sonny" McCoy

**MONROE COUNTY ATTORNEY  
APPROVED AS TO FORM:**  
  
**JERRY D. SANDERS  
ASSISTANT COUNTY ATTORNEY**

## Monroe County Interim Affordable Housing Property Acquisition Appraisal Policies

County staff shall use the following appraisal policies to guide in potential County purchases of real property for lease back to sellers (or to other parties) for use as affordable housing:

1. A property owner or proposed developer (an “Applicant”) must contact the office of the Director of the County’s Division of Housing & Community Development in Marathon (305-289-6002) to (i) supply details of the property concerned, (ii) to request the required two appraisals, and (iii) to obtain directions on how to prepay the estimated costs for the County to contract for the appraisals.
2. The Applicant shall prepay the estimated cost to the County for the appraisals. These costs are non-refundable, except for any portion of the estimated amount paid but not actually used. If the appraisals cost more than estimated, the Applicant must promptly pay the difference upon the County’s request.
3. The Monroe County Comprehensive Plan Land Authority will order the appraisals once the County receives payment for their estimated cost.
4. The Land Authority will order appraisals based upon a proposed use of the property for affordable housing. The appraisals shall be certified to “Monroe County and its departments and agencies”.
5. The Land Authority will transmit copies of the appraisal reports to the Division of Housing & Community Development. The Division will provide the Applicant copies of the reports.
6. The County may have the results of the appraisals reviewed by advisors or consultants, without limitation, within its complete discretion.
7. The County may chose not to enter into negotiations or to terminate negotiations at any time in its complete discretion. The County may elect to enter into negotiations with an Applicant before receipt of the appraisal reports.
8. These policies shall not be construed to abrogate or to inhibit implementation of prior BOCC directions with respect to parties already in significant negotiations with the County before the adoption of these policies. Nor shall they be construed to preclude retroactive application of these policies to one or more proposed acquisitions on a case by case basis.